

Committee Members Present:

Mr. Edward Barlow Jr.
Ms. Jean Grim, Vice Chair
Mr. Carlton Starke
Ms. Mary Wallace
Mr. Steve Pories

Human Rights Advocate Representation:

LaDonna Walters, Human Rights Advocate

Crater LHRC Secretary

Ms. Fabri D. Claiborne

Committee Members Absent:

Ms. Sequoya Willis
Mr. Daniel Moore

Affiliates Present:

Adult Activity Services – James Scott
Agape Unlimited Inc. II – Beatrice Johnson
Benchmark Residential Services – Clarence Dilworth
Dan-Poe-Dil, Inc. – Clarence Dilworth
DePaul Community Resources – Peggy Ball
Happy Home Counseling Services – Quinn Wilson
High Hopes – Jeronica Page
JC HomeLife – Keith Blom.
Lea & Associates-Jacqueline Lea
Live 4 Life, Inc.-Jason Jackson
Low Ground Visions, Inc./Day Support –Chanda Stephenson, Cynthia Batts
New Beginning, Inc. – Marilyn Newby, Patricia Tucker
Phoenix and Peace – Marilyn Newby, Patricia Tucker
Progressive Adult Rehabilitation Center, Inc. – Felecia Daniels
Pryor House – Jeronica Page
Southside Regional Hospital – Inpatient, Outpatient – Sandra McCabe
T’Lab-??
TruCare Homes, LLC – Simone Harris
Visions Family Services, Inc. –Robert Taylor

Affiliates Absent:

Family and Youth Services
New Hope Youth Services, LLC
John Randolph Recovery Center

I. Call to Order

A quorum being present, Chair Edward Barlow called the Crater Local Human Rights Committee meeting to order at 5:32 PM at Taylor-Starkewood Enterprises 589 S. Crater Road, Petersburg, Virginia.

I. Public Comments:

None

II. Approval of Minutes

A motion was made and seconded to approve the minutes of the Thursday, July 12, 2012 meeting. Ayes: Ms. Mary Wallace. Mrs. Jean Grimes.

III. Advocate's Comments

LaDonna Walters passed a 2013 submission report dates for the affiliates. She also sent a roster around for providers to update their information. She informed the affiliates that some reports were submitted on the old form and some affiliates did not correctly answer questions 1 and 4.

IV. Financial Report

No report given. Mrs. Newby informed affiliates that a bank statement has not been received. For persons wanting a copy, a copy will be faxed once the statement has been received.

V. Old Business

- Mr. Barlow again explained compliance issues and the following affiliates who are deemed as non-compliant with their Cooperative Agreement due to failure to comply with the attendance and reporting requirements that have been established. Letters relative to these issues of non compliance will be sent to the office of Licensing, specifically to the assigned Licensing Specialist and the Director of Licensing. Mr. Barlow reminded affiliates that each affiliate signed the Cooperative Agreement and it is necessary to be in compliance with the agreement.

Each affiliate of the Crater LHRC is required to follow the requirements that have been outlined in the Cooperative Agreement that had been signed substantiating affiliates with Human Rights Committee. As it has been previously mentioned, failure to comply with the requirements outlined in the Cooperative Agreement will result in reporting being made to the Affiliates' Licensing Inspector and the Director of Licensing to inform them of the failure to comply with Human Rights regulations. To ensure that there is clarity with respect to the major areas of compliance the following will be reviewed.

1. Failure to Report (Office of Human Rights within 24 hours)

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2. Late Submissions
3. Failure to Submit
4. No Attendance
5. Partial Attendance (with no prior notice)

The Annual Reports for 2012 will be due during the January 10, 2013 meeting. The reports will be presented in alphabetical order. However, the Annual Reports must be turned into the Office of Human Rights by January 3, 2013.

Mr. Barlow reminded affiliates that due to changes with the Human Rights Advocate, ensure that the Human Rights Poster content is updated as well. Mrs. Beverly Garnes' name must be replaced with LaDonna Walters. The agency will be cited by licensing should an inspection is conducted.

VI. Event Report Statistics

Reports from each provider on events occurring during the reporting period of June 17, 2012 – September 30, 2012.

- a) **Adult Activity Services** -
No allegation of abuse or neglect.

The Waverly site has now been closed.

Mrs. Walters informed Mr. Scott to use the new form and ensure that questions #1 and #4 are answered. Corrections to the report will be accepted no later than three days from the meeting.

Fabri Claiborne will fax a copy of the new report format to Mr. Scott Friday, October 12, 2012.

- b) **Agape Unlimited II**
Mental Health Support
No activity or changes to report.

Intensive – In Home Support
No activity or changes to report

Mrs. Walters asked Mrs. Johnson to answer question #4. Mrs. Johnson has to resubmit an amended report no later than three days following the Crater LHRC meeting.

c) **Benchmark Residential Services**

Carson House

On July 9, 2012 the program director was contacted by the residential counselor that a client's lower left arm was swollen. The client was taken to the emergency room at Southside Regional Medical Center. The x-ray revealed a hairline fracture of the small bone in the lower left arm. As a part of the investigative process it was noted that no physical evidence was discovered or collected. The residence specialist and counselor were interviewed. Both stated not seeing the client falling or noticing the swelling. The physician stated the injury was likely sustained on July 7, 2012, based on how long it took for the swelling to appear. Based on the type of fracture it was likely caused by bracing or breaking a fall. The client is nonverbal and frequently displays the behavior of banging on walls and objects and stomping the floor. It was concluded that the injury was accidentally self inflicted.

On September 22, 2012 the program director was contacted by the residence supervisor stating that the residence counselor and overnight staff stated that a client had fallen backward and hit his head on the corner of the wall causing a laceration to the back middle portion of his head. The client was transported to the emergency room of Southside Regional Medical Center. The residential counselor was interviewed and stated witnessing the client in the hallway and went limp as if experiencing a mild seizure. His body stiffened and he fell backward, hitting his head. The physician suggests that the client's fall may have been caused by him fainting. The client received sutures to the affected area. He is to follow up with his primary care physician and have his sutures removed.

d) **Dan-Poe-Dil**
Wedgewood House
No activity to report

Church Road House

No activity or changes to report.

Mrs. Walters stated Mr. Dilworth needs add additional information to question #1. Mr. Dilworth must submit the amended report no later than three days following the Crater LHRC meeting.

e) **DePaul Community Resources**

No incidents to report.

Question #4

Explain the mechanism used to recruit individuals.

f) **Family and Youth Services**

Absent. No activity to report. Mrs. Walters stated additional information to question #1 is required.

g) **Happy Home Counseling**

No report submitted. Still not licensed.

Fabri Claiborne will submit a new quarterly report form to Mr. Wilson. Mr. Wilson will submit the quarterly report no later than three days following the Crater LHRC meeting.

h) **High Hopes**

No activity. Ms. Walters indicated report incomplete. Shall report quarterly report no later than three days following the Crater LHRC meeting.

i) **JC Homelife**

No activity to report. Mrs. Walters stated additional information to question #1 is required. Shall report quarterly report no later than three days following the Crater LHRC meeting.

j) **John Randolph Medical Center** –

Late Report Submission

Absent

k) **Lea and Associates**

Intensive In Home

No activity to report

Will submit an amended report with questions #1 and #4 answered.

l) **Live 4 Life** –

Late Report Submission

No activity to report

Will submit an amended report with question #4 answered.

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- m) **Low Ground Visions, Inc.** - Will submit an amended report on correct form.

Residential Service

No activity to report.

Day Support

No activity to report.

- n) **New Beginning, Inc.**

Day Support

No activity or changes to report

Residential

Must answer question #4

- o) **New Hope Home-** Absent. No Report Submitted

- p) **Phoenix-N-Peace, Inc.**

Residential

Four cases of allegation

1. Client A made verbal threats to Client B and while en route to the residence client B punched client A. The van driver stopped the van and was able to separate the two individuals.
2. A client was taking the trash outside. The client lost his balance and slipped on the grass.
3. A DSP was in the process of preparing dinner. Two individuals were asked to help prepare. One individual asked to go to their room. The DSP ensured to check on the individual every 15 minutes. During the last check the DSP noticed the laundry room door was open and the alarm was disarmed. The DSP on duty was notified and within minutes returned with the individual. The behavior was due to the individual's CDs being taken by another individual. The staff was able to recover some of the CDs.
4. A staff member called the Program Director reporting she was resigning. The resignation was due to an incident that involved two staff persons inappropriately handling a situation that did not warrant the type of invention used on a client. As a result the abuse was founded and the two staff person who took the individual down using the wrong techniques were terminated and the other staff member who was present but did not take part in the procedure was suspended for not reporting the incident and received re-training in Human Rights, Mandated Reporting and Therapeutic Options.
5. Two individuals from the same residence, went for a walk without notifying staff at the home. While out they became confused and had to ask for direction to the Police Department. The home was notified by Police that the two individuals were there. The two individuals were

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picked up from the Police Department by the Executive Director and QA Director. The investigation revealed neglect. The two staff persons on duty will each receive five days suspension for not properly supervising the individual while in their care. The two individuals who eloped will be monitored closely at all times and will remain within arms reach of the staff member. During waking hours staff will conduct 15 minute checks routinely throughout the home.

Day Support

No activity to report

Must resubmit report on new form within 3 days.

q) **Progressive Adult Rehabilitation Center, Inc. (P.A.R.C.) –**

P.A.R.C Osage House

June 27, 2012, July 20, 2012, August 30, 2012 – Client received a blood transfusion for ongoing medical condition

Mr. Barlow addressed the condition of the client with an ongoing condition and it does not need to be reported each time.

July 13, 2012 – Client was treated for a fall and bumped chin.

August 7, 2012 – Community abuse Allegation neglect report – medication error – neglect unfounded. Staff received a written reprimand and required to be retrained for before this staff member will be allowed to administer medication again.

August 19, 2012 – Individual fell out of bed bumped head, evaluated injury. No injury found

September 16, 2012 – Individual rolled off sofa. Evaluated for injury. No injury found.

P.A.R.C Day Support

No allegations of abuse or neglect

P.A.R.C Supported Living Services

No Activity or Changes to Report

r) **Pryor House**

No Activities or Changes to report.

s) **Southside Regional Medical Center, Inpatient Services**

One incident of seclusion. Eight incidents of restraints.

Mr. Starke addressed corrections that must be made to the first page which include the Name of Provider, LHRC Committee, Name of Provider LHRC

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Liaison, Name of Licensing Specialist, and the number of individuals serviced by provider.

Mr. Barlow informed Mrs. McCabe she must use the new quarterly report form. He also stated that zero was placed for patients being restrained, but nine incidents of restraints were reported during the meeting.

Mrs. Walters asked for clarifications on questions #1, #4, and #5.

Mrs. McCabe must resubmit an amended report no later than three days following the Crater LHRC meeting.

Mr. Starke asked that a copy of the policy and procedures be submitted to committee members to assist with clarification in the future.

t) **Southside Regional Medical Center Outpatient Services** –
No activity or changes to report.

u) **T'LAB, Inc.** –
No activity or changes to report.

v) **TruCare Homes, LLC.**
No activity or changes to report

Question #1

w) **Visions Family Services** -
Late Submission

Mr. Barlow stated the form was modified by the submitter (i.e. licensing specialist was omitted).

Ms. Claiborne informed Mr. Taylor the Reno Lagos submitted after the deadline and Ms. Claiborne was not able to open the format used. Ms. Claiborne sent an email informing Mr. Lagos that the zip file used cannot be opened, please resubmit with another format. There was no response.

Mr. Barlow informed Mr. Taylor that the reports need to be resubmitted no later than three days following the Crater LHRC meeting.

VII. Announcements / Updates (Chairperson's Closing Comments)

The next regular scheduled meeting will be held Thursday, January 10, 2012, 5:30 PM at Starkewood Counseling Services, 589 S. Crater Road, Petersburg, VA. TruCare Homes, LLC are responsible for refreshments during the next meeting. Thank you to Carlton Starke for providing the meeting location.

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Mr. Starke stated to the affiliates to be sure employee files are in order, stay on top of regulations, etc. All information will be looked at upon an audit.

VIII. Other Actions

None

IX. Adjournment

There being no further business, the meeting was adjourned at 7:40 PM.

Edward Barlow, Chair

(Date)

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